

PARKMAN TOWNSHIP TRUSTEES
Regular Meeting of November 22, 2011

The regular meeting of the Parkman Township Trustees was called to order at 7:30 p.m. In attendance were Trustees-Kevin O'Reilly and Patrick Joyce, Fiscal Officer-Nancy Wheelock, Secretary-Renee Patry, Wayne Komandt, Elizabeth Komandt, Chuck Rought, Sandy Rought, Joyce Peters, Tom Evers, Carol Kavaliauskas, Virginia R. Bell, Scott Simms, Michael Crouhor, Ann Wishart, John Augustine, Courtney Sanders, Elizabeth Sanders, and Don Villers. Trustee-Nancy Ferguson was not in attendance due to a work commitment. The Pledge of Allegiance was recited and an agenda was distributed.

Approval of Minutes

A motion was made by Pat and seconded by Kevin to waive the reading of the October 18, 2011 regular meeting minutes and to approve the same. (Resolution No. 11-195) Motion carried. The approval of the November 1, 2011 regular meeting minutes was tabled until the next meeting. Pat was not in attendance at the November 1, 2011 meeting and Nancy was unable to attend this meeting to approve. The minutes will be reviewed and approved at the December 6, 2011 regular meeting.

Correspondence

- Geauga County Community Improvement Corporation - Letter requesting membership dues for 2012.
- Suddenlink Communications - Letter indicating increase of cable rates.
- Ohio Township Association Newsletter
- Geauga County Engineer - Request for the Township's 2012 proposed road projects and a notice advising the County Engineer has applied for a public works grant to help pay for signs.
- Cindy Gazely – Legal notice of donation to the Fire Department from the Elizabeth Kovach estate.
- Resident letter - Complaint of sewage sludge being put on a field on Newcomb Road. Kevin will follow up.
- Geauga County Commissioners - Job openings-Department of Aging and Geauga Transit Driver.

Requested Speakers

- Carol Kavaliauskas – Resident, Carol Kavaliauskas asked the Board about the process of minutes being made available to the public. Carol noted that she had read the website minutes and did not see anything related to the purchase of the Community House curtains in previous minutes. A resident at the November 1, 2011 meeting had mentioned they had read about the curtain purchase in the minutes on the community website. There was a concern that the draft minutes had been sent out publicly before they were approved. Kevin explained that the purchase of the curtains for the Community House occurred at the October 18, 2011 regular meeting and the minutes had been tabled for approval at this meeting, since Pat was unable to attend the November 1st meeting. Kevin mentioned that minutes are not posted on the Parkman Community website until they have been officially approved.

Departmental Reports

- Fiscal Officer
 1. Bank Reconciliation - A motion was made by Pat and seconded by Kevin to approve the October Bank Reconciliation report for the Middlefield Bank Primary checking account. (Resolution No. 11-196) Motion carried.
 2. Amish Road Maintenance Fund - A motion was made by Kevin and seconded by Pat to accept the donation of 2933.48 dollars from the Amish Road Maintenance Fund. (Resolution No. 11-197) Motion carried.

- Fire Department
 1. Equipment Repair - The rescue squad has been towed to Countryside Truck Service for major brake repair.
 2. Life Force Management Billing Rates - A motion was made by Pat and seconded by Kevin to set the rates for EMS non-resident billing through Life Force Management as follows:

Advanced Life Support - \$550.00
Basic Life Support - \$450.00
Mileage - \$10.00 per loaded mile for transport.

(Resolution No. 11-198) Motion carried.
 3. Cost Recovery Update - Fire Chief, Wayne Komandt informed the Trustees that he is required to obtain a traffic accident report to confirm the “at fault” driver for each accident when completing the Cost Recovery paperwork. Each accident report will cost 4 dollars.
 4. Part-Time Staffing - Kevin reported that he had spoken to Troy Trustee, Gerald Mitchell about shared daytime staffing in Parkman Township and Troy Township. Mr. Mitchell indicated that Troy Township may not be interested in shared staffing, since they are currently using part-time staff to cover daytime hours five days a week at the Troy Fire Department.

- Road Department
 1. Tree Removal – Road Superintendent, Tom Evers obtained 4 quotes for removal of 2 trees, a maple tree located near the Post Office and an oak tree near the gazebo. All 4 services suggested removal of the trees as opposed to trimming as more than 50 percent of the trees were dead. All estimates included cutting the trees down, removal of wood and grinding of the stump. The bids were as follows:

Jonathan Troyer-Jet Lumber - \$2550
Van Curen Tree Service - \$3800
Yarnell Tree Co. Inc. - \$5200
Morning Star Tree Service - \$5120

The quotes were discussed and it was decided to verify proper insurance coverage and Workers’ Compensation for these tree services companies before making a decision. Don Villers also suggest the Board wait until the ground is frozen to minimize damage to the grounds.
 2. T-Posts - A motion to purchase 150 T-Posts for 840 dollars from Bylers Feed and Hardware was made by Pat and seconded by Kevin. (Resolution No. 11-199). Motion carried.
 3. Road Maintenance - The Road Department plans to finish grading on Rutland Road, Hosmer Road and Nash Road this week.

- Cemetery
 1. Cemetery Deed - A cemetery deed for Audrianna Lynn Gates was signed by the Board of Trustees.
- Zoning
 1. Faticia - Kevin reported that over 25 vehicles have been hauled out of the Faticia property. They were unable to remove two of the vehicles due to the wet ground conditions. The Court Order required removal of the vehicles by November 5, 2011. John Hasman will ask for an extension for the removal of the last two vehicles.

Old Business

- Workers' Compensation Safety Training - Tom Evers will complete this requirement by the end of the year.
- Shedd Road Project - The Trustees have no updates from the County Engineer's office regarding the Shedd Road project.
- Computer Back-Up - Carbonite remote back-up has been initiated.
- Troy/Parkman Joint Meeting - The joint meeting for the Troy/Parkman Trustees to discuss fire department staffing has not been scheduled.
- Road Department Vacancy - The ad for the part-time, possible full-time, road department position has been placed in all 3 Good News editions and the Geauga Maple Leaf. The deadline to submit resumes is December 5, 2011.
- Community House Updates - The Board would like to complete the updates to the bathrooms upstairs and possibly replace the carpet in the downstairs of the Community House. This will be discussed at the next meeting.
- Road Striping - Kevin checked with the County Engineer about the stripping of Shedd Road and Grove Road. They feel it is too late in the season and this should wait until spring.

Approval of Bills and Wages

A motion was made by Pat and seconded by Kevin to pay the bills and wages from warrant #18467 through #18509. (Resolution No. 11-200) Motion carried.

Executive Session

A motion was made by Pat and seconded by Kevin to move into executive session at 8:15 p.m. to discuss Fire Department personnel issues. (Resolution No. 11-201) The vote was as follows: Kevin-yes and Pat-yes. Motion carried.

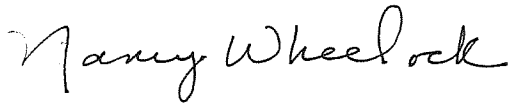
Pat moved, seconded by Kevin, to move out of executive session at 8:34 p.m. (Resolution No. 11-202) The vote was as follows: Kevin-yes, and Pat-yes. Motion carried.

No action was taken.

Adjournment

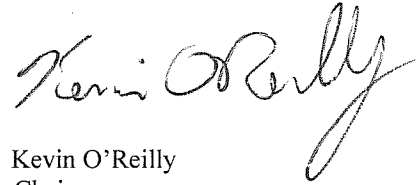
A motion was made by Pat and seconded by Kevin to adjourn the meeting at 8:35 p.m. (Resolution No. 11-203) Motion carried.

Respectfully Submitted,



Nancy Wheelock
Fiscal Officer

Approved,



Kevin O'Reilly
Chair